



4113 Main Street, Suite 105  
Rowlett, TX 75088  
rowlethfc.org

**Board of Directors Meeting  
Monday, November 13th, 2023, at 4:00 p.m.  
4000 Main St., Rowlett, TX 75088**

**AGENDA**

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the RHFC legal counsel on any agenda item herein. The Board of Directors reserves the right to reconvene, recess or realign the Regular meeting agenda or called Executive Session or order of business at any time prior to adjournment.

1. Call to order.
2. Public input:  
The Board of Directors may receive public input on any of the agenda items listed below.
3. Approval of Minutes:  
Consider and take action to approve the minutes of the September 12, 2023, RHFC Board of Directors meeting.
4. October 2023 financial report.
5. Update on Lakeview Pointe Seniors (contracts/agreement)
  - a. the partnership agreement for TX Lakeview Seniors, LP
  - b. agreement with Rise Residential
  - c. development agreement or a contraction contract
  - d. update on Lakeview Pointe Seniors (monthly update)
6. Discuss transition plan to new Rowlett HFC Board of Directors
7. Discuss HFC office space lease
8. Items of Community Interest, Topics for future agenda: Members of the Board may request topics to be placed on the agenda for a subsequent meeting. Any deliberation or decision shall be limited to a proposal to place the topic on the agenda for a subsequent meeting.



# Memo

**To:** Rowlett HFC BOD  
**From:** Peter D. Urrutia  
**Title:** Interim Executive Director  
**Date:** November 9, 2023  
**Re:** Transition to new HFC BOD

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The Board of Directors for Rowlett HFC consists of five board members appointed by the Mayor and City Council.

I would recommend that the new BOD be vetted, approved, and appointed by the end of the first quarter 2024(which would be the end of March-2024).

Items to consider.

- Having the BOD serve staggered terms.
- For example, two board members serving a 2yr term and the remaining three board members serving a 3yr term.
- Two current Rowlett City Councilmembers serve on the HFC BOD (staggered terms)
- A strong background in real estate, development, finance / lending, or law.
- Understanding and agreeing to the philosophy and mission of the HFC.
- The willingness to commit the time and effort to serve on the HFC BOD.
- To abide by the ethics, confidentiality, and conflict of interest policies of the HFC.



# Memo

**To:** Rowlett HFC Board of Directors

**From:** Peter D. Urrutia

**Date:** November 8, 2023

**Lakeview Seniors Update**

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- **Four move ins for Oct and 5 move outs.**
  - **One of the move-ins was a local Rowlett resident.**
  - **only two units left to lease in building one, and we have fifty-seven residents in building 3 and 7 leased units making building 3 66.67% leased.**
  - **49.30% (lowered because we have added building two to the status as we are leasing that building now) occupied on the property.**
  - **Eight new applicants, with one denied and three cancelled, leaving a net of four. We have been able to lease four units in building two so far.**
  - **Eight new applicants, with one denied and three cancelled, leaving a net of four. We have been able to lease four units in building two so far.**
  - **Waiting for City of Rowlett to give CO for clubhouse. Pool work has begun, again. Expecting the pool to be completed by the end of Dec.**